GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT DEPARTMENT – EDUCATION – Norms for Rationalisation of Schools, Posts and Staff under Municipal management – Orders – Issued.

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MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (D1) DEPARTMENT

G.O.MS.No. 210 Dated: 23-05-2017
Read:

From the Director of Municipal Administration, A.P, Guntur
Letter No.11021/29/2016-J SEC-CDMA, 03/07/2016.

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ORDER:

In the Letter read above, the Director of Municipal Administration, A.P, Guntur has stated that it is found that there are some municipal schools with higher student strength vis-a-vis the sanctioned teaching posts and on the other hand some schools with uneconomic strength of students have more teachers. There are wide variations in Teacher-Pupil Ratio among different schools. In order to maintain homogeneity and equality in Teacher Pupil Ratio (T.P.R) among all schools running under the management of Municipal administration, it is proposed to undertake the process of Rationalization of Schools, Posts and Staff in Municipal schools. It is further submitted that various Teacher Union Representatives across the state have also submitted their requests for undertaking rationalization and to eliminate the disparities that are existing. Therefore, he has requested the Government to issue orders Norms for Rationalisation of Schools, Posts and Staff under Municipal management so as to achieve Teachers Pupil ratio and complete Rationalisation of staffing pattern among Municipal Teachers working in Urban Local Bodies as was issued norms for Rationalization of Schools, Posts and Staff in Education Department under various management viz., Government, ZP, MPP, Municipal Schools.

2. After careful consideration of the proposal of the Director of Municipal Administration, A.P, Guntur, Government hereby issues the following norms and guidelines and necessary rationalisation of the posts / teachers in all the Municipal Schools shall be taken up based on the integrated UDISE Data 2016 with immediate effect:-

The Municipality / Corporation is Rationalization Counselling Unit, School is the Unit for assessing the requirement and surplus and also Counselling Place is District Head Quarters under the Chairmanship of Regional Directors of Municipal Administration concerned.

I. Table I Primary Schools:

S.No.	**Enrolment Slab**	**No of Teachers required**		**Total**
		HM	**SGT**	
1	Up to 19	-	01	01
2	20 to 60	-	02	02
3	61 to 80	-	03	03
4	81 to 130	-	05	05
5	131 to 160	01	05	06
6	161 to 190	01	06	07
7	191 to 220	01	07	08
8	221 to 250	01	08	09

9	251 to 280	01	09	10
10	281 to 310	01	10	11
11	311 to 340	01	11	12
12	341 to 370	01	12	13
13	371 to 400	01	13	14
14	401 to 430	01	14	15

Note:

a) It is proposed to divert 1 surplus SGT post for the purpose of Head Master as there is no sanction of Primary school HM Posts in all the schools except schools where PS HM (LFL) Posts are sanctioned.
b) If the school has sanctioned post of PS HM (LFL) and having enrolment below 131, in such cases PS HM post is to be shifted from that school to the eligible school.
c) After rationalization counselling in case of schools with enrolment of 131 and above and not having PS HM (LFL) post a senior teacher of the school can take up the responsibility as H.M.
d) After 430 enrolments, for every 30 students one SGT will be provided. For those classes where the student strength is more than 50 one additional teacher will be provided as per RTE norm.

In case of surplus teachers found in a particular municipality appropriate action to be taken as proposed here under.

a) The local authority can open a new English Medium Primary School exclusively in urban slums and the surplus teachers in that particular municipality/ corporations can be deployed to that new school. Prior permission to be obtained from CDMA.
b) The surplus teachers can be pooled and placed at the disposal of the concerned commissioners of the Municipality/ Corporations. Their services can be utilized for academic monitoring, Foundation Course in Municipal Schools, Social awareness generation, Public Health Programmes etc.
c) The surplus posts/teachers can also be diverted to other needy Municipalities with prior approval from the government. Priority may be given to those teachers who are willing to go, otherwise the junior most teachers shall be shifted.
d) Where there are both media in primary schools during 2017-18 teachers shall be provided as per the justification for each medium based on the enrolment after rationalisation.

II. Table II A. Upper Primary Schools:

S.No.	Enrolment VI & VII classes	SA MM/PS	SA BS	SA Eng	SA SS	LP-I	LP-II	Total Posts
1	≤ 20	Non-Viable School. The School is to be downgraded as Primary School. The Children of 6th and 7th are to be admitted in nearby U.P./High Schools.						
2	21- 100	1	0	0	1	1	1	4
3	101 - 140	1	1	1	1	1	1	6
4	141 - 175	2	1	1	1	1	1	7
5	176 - 210	3	1	1	1	1	1	8
6	211 - 245	4	1	1	1	1	1	9
7	246 - 280	4	1	1	1	2	1	10
8	281 - 315	4	1	1	2	2	1	11

9	316 - 350	4	1	2	2	2	1	12
10	351 - 385	4	1	2	2	2	2	13
11	386 - 420	5	1	2	2	2	2	14

Note:

a. For classes I to V in UP Schools the staff pattern stated under the heading "Primary Schools" is to be followed.
b. The senior most School Assistant in the U.P. Schools shall be Head of the school.
c. In case of Upper Primary Schools – Urdu medium having enrolment less than 20 students in classes VI & VII may be exempted from rationalization during 2017-18 only under consideration of linguistic minorities.
d. U.P. Schools having VI & VII classes with enrolment 50 and above can be straight away upgraded into high school from 2017-18. The staff pattern will be that of High School as per table IIIA.
e. While upgrading UP into High School the parameters like – feasibility, catchment area, feeder Strength (Children), o.4 acres of land, required staff infrastructure facility available should be bear in mind compulsorily. Prior Permission is to obtained from the Director, Municipal Administration through a concrete Proposal.

III. Table II B: Upper Primary Schools (VI to VIII)

(Being continued as Exceptions – Staff patterns)

S.No.	Enrolment VI to VIII classes	SA MM/PS	SA BS	SA Eng	SA SS	LP-I	LP-II	Total Posts
1	≤ 30	Non Viable School. The School is to downgraded as P.S. The Children of Classes VI, VII, VIII are to be admitted in nearby High Schools.						
2	31 - 140	1	1	1	1	1	1	6
3	141 - 175	2	1	1	1	1	1	7
4	176 - 210	3	1	1	1	1	1	8
5	211 - 245	4	1	1	1	1	1	9
6	246 - 280	4	1	1	1	2	1	10
7	281 - 315	4	1	2	2	2	1	12
8	316 - 350	4	2	2	2	2	1	13
9	351 - 385	4	2	2	2	2	2	14
10	386 – 420	5	2	2	2	2	2	15

Note:

a. In case of existing U.P. Schools with classes VI, VII & VIII which prone to be continued as an exceptional case (without up-gradation into High School), and the above staffing pattern may be followed.
b. In case of U.P. Schools – (VI to VIII) Urdu Medium having enrolment less than 30 Students in classes VI to VIII may be exempted from rationalization during 2017-18 under Consideration of Linguistic minorities.
c. U.P. Schools having VI,VII & VIII classes with enrolment 60 and above can be straight away upgraded into high school from 2017-18. The staff pattern will be that of High School as per table IIIA.
d. While upgrading UP into High School the parameters like – feasibility, catchment area, feeder Strength (Children), o.4 acres of land, required staff infrastructure facility available should be bear in mind compulsorily. Prior Permission is to be obtained from the Director, Municipal Administration through a concrete Proposal.

e. In case required SA posts are not provided to U.P. Schools as per Table II A & B due to non – availability of surplus sanctioned posts, surplus SGT post may be allotted to ensure comprehensive instructions in the school.
f. The staff pattern for Primary Sections in Upper Primary Schools shall be as per in Table – I.

IV) HIGH SCHOOLS:

TABLE III-A - High School (single Medium) (Telugu/English) VI to X classes:

As per RTE 2009 and RMSA norms

Sl. No	Range V to X Class (Single Medium)	HM	SAM	SAPS	SABS	SAEng	SASS	SA I Lang	SA II Lang	SA (PE)	PET	CI / others *	Total
1	≤ 50	Non viable school. Children can be admitted into nearby High Schools.											0
2	51-140	1	1	1	1	1	1	1	1	0	1	0	9
3	141 – 240	1	1	1	1	1	1	1	1	0	1	0	9
4	241-280	1	2	1	1	2	1	2	1	0	1	0	12
5	281-320	1	2	1	1	2	1	2	2	0	1	0	13
6	321-360	1	2	1	2	2	2	2	2	0	1	0	15
7	361-400	1	2	2	2	2	2	2	2	0	1	0	16
8	401-440	1	2	2	2	2	2	2	2	1	1	0	17
9	441-480	1	3	2	2	3	2	3	2	1	1	1	21
10	481-520	1	3	2	2	3	2	3	2	1	1	1	21
11	521-560	1	3	3	2	3	3	3	2	1	1	1	23
12	561-600	1	3	3	2	3	3	3	2	1	1	1	23
13	601-640	1	3	3	3	3	3	3	2	1	1	1	24
14	641-680	1	3	3	3	4	3	4	3	1	1	1	27
15	681-720	1	4	3	3	4	3	4	3	1	1	1	28
16	721-760	1	4	3	3	4	4	4	3	1	1	1	29
17	761-800	1	4	4	3	4	4	4	3	1	1	1	30
18	801-840	1	4	4	3	4	4	4	3	1	2	1	31
19	841-880	1	4	4	4	5	4	5	3	1	2	1	34
20	881-920	1	5	4	4	5	4	5	3	1	2	1	35
21	921-960	1	5	4	4	5	5	5	4	1	2	1	37
22	961-1000	1	5	5	4	5	5	5	4	1	2	1	38
23	1001-1040	1	5	5	4	5	5	5	4	1	2	1	38
24	1041-1080	1	5	5	5	6	5	6	4	1	2	1	41
25	1081-1120	1	5	5	5	6	5	6	4	1	2	1	41
26	1121-1160	1	6	5	5	6	6	6	4	1	2	1	43
27	1161-1200	1	6	6	5	6	6	6	4	1	2	1	44
28	1201-1240	1	6	6	5	6	6	6	4	1	2	1	44
29	1241-1280	1	6	6	5	6	6	6	5	1	2	1	45
30	1281-1320	1	6	6	6	7	6	7	5	1	2	1	48
31	1321-1360	1	6	6	6	7	6	7	5	1	2	1	48
32	1361-1400	1	6	6	6	7	6	7	5	1	2	1	48
33	1401-1440	1	7	7	6	7	7	7	5	1	2	1	51
34	1441-1480	1	7	7	6	7	7	7	5	1	2	1	51
35	1481-1520	1	7	7	6	7	7	7	5	1	2	1	51
36	1521-1560	1	7	7	7	8	7	8	5	1	2	1	54

**CI / others – Craft Instructor, Drawing Teachers, Sewing Instructor, Music Instructor, Vocational Instructor*

a. The staffing pattern for High Schools shall be as indicated in Table – IIIA above, Including English Medium parallel sections.

b. If the enrolment in English Medium sections is > 50 to < 140, four teachers (I.e. 1 S.A. (Maths), 1 SA (P.S), 1 S.A. (B.S) and 1 S.A. (SS) shall be provided, in addition to the staffing pattern defined in Table IIIA.
c. If the enrolment in English Medium is >= 141 to 520 the staff will be additionally provided as a separate unit as per the Table IIIA, except the posts of Head Master and PET.
d. If the enrolment in English Medium is >= 520 , additionally 1 Head Master Post and 1 P.E.T post will be provided exclusively for English medium sections / School for improving academic standards, where there are surplus Head Masters they may be provided to set up separate English Medium Schools in descending order.
e. The recommended staff pattern for additional provision of subject teachers in Minor Medium High Schools is in Table III-B in addition to Table III-A.
f. For major medium enrolment for calculation of requirement of Teacher posts Table III-A and for Minor Medium enrolment Table III-B are to be followed.

V) TABLE III-B - Minor medium, enrolment of a Parallel Medium High School – Staff pattern

(Urdu/Hindi/Kannada/Marathi/Oriya/Tamil etc.)

Sl. No	Range VI to X Minor Medium	SA M	SA PS	SA BS	SA SS	SA LAN-I	Total Posts
1	Below 25	Non-Viable school. Children to be admitted in nearby Schools.					0
2	25-280	1	1	1	1	1	5
3	281-320	2	1	1	1	1	6
4	321-360	2	1	1	2	1	7
5	361-400	2	1	2	2	1	8
6	401-440	2	2	2	2	1	9

Note:

1) In Case of minor Medium High School having enrolment below 25 in classes VI to X is Non- viable and the School is to be merged.

3. The following additional guidelines are issued for clarity in some issues:-

High Schools:

The Maximum Strength of a class is 60 in a High School (for each VI to X Classes). Hence Sections to be formed as shown here under.

Class Strength	No of Sections
Up to 60	1 Section
61 – 100	2 Sections
101 – 140	3 Sections
141 – 180	4 Sections
181 – 220	5 Sections
221 – 260	6 Sections

The Staffing Pattern is designed to meet English Medium Parallel Sections also. The Teachers service will be utilized for both media. No teacher shall be permitted to refuse to handle English medium classes.

4. The constitution of a Process Monitoring Committee with the following Officers for calculating and arriving of School-wise, subject-wise vacancy position, surplus and required staff as per staff pattern.

a. Commissioner – 1
b. Senior most HM of High School – 1
c. Senior most HM of U.P. School – 1

d. Senior most P.S. HM – 1
e. MEO of School Education department

A. The Rationalization data formats School-wise are to be submitted to the Regional Directors concerned along with evidences of staff sanctioned/positioned; class-wise Children enrolment etc., prior to rationalization counselling.
B. Later the schedule of rationalization counselling will be released by Director, Municipal Administration, Andhra Pradesh.
C. The counselling process shall be taken up under the chairmanship of Regional Directors concerned at the District Head Quarters ULB or a convenient place in the District. The surplus Teachers should attend to the counselling at District Head Quarters.
D. The Commissioners of Municipalities/Corporations concerned along with the senior most High School Head Master shall assist the Regional Director in Organizing the Rationalization counselling at the District Head Quarters.

5. The RDMA concerned is competent to rationalise the Teacher posts / Teachers in the Schools under Municipal management as per the above norms and guidelines issued as a part of this G.O.

6. The surplus teachers, if any can be utilised by the department for strengthening academic monitoring, improving quality education in schools, work adjustment in long leave vacancies. This exercise can be done by the Director of Municipal Administration through work adjustment method at his / her level, if required, during the academic calendar year.

7. It is clarified that on account of this Rationalisation there shall be neither creation of any new posts nor reduction/abolition/surrender of the sanctioned posts.

8. The Director of Municipal Administration, A.P, Guntur shall issue further instructions on the implementation of these orders and complete Rationalisation exercise at the earliest. Any clarification/modification if required for effective and proper implementation of this order, Director of Municipal Administration would be competent to issue such orders of clarifications/modifications.

9. This order issues with the concurrence of the Finance Department vide their U.O.No.44027/241/2016, dated.11.08.2016.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R.KARIKAL VALAVEN
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Director of Municipal Administration, AP, Gorantla, Guntur.
All the Commissioner of Municipalities, Municipal Corporations in the State.
All the Regional Directors of Municipal Administration.
The Director of Treasuries & Accounts, A.P., Ibrahimpatnam, Vijayawada.
The Accountant General, A.P., Hyderabad.
Copy to:
Finance (HR.I) Department.
School Education Department.
PS to Minister for MA&UD.
PS to Principal Secretary to Govt., MA&UD.
SF / SC.

//FORWARDED BY ORDER //

SECTION OFFICER.